**Town of Washington | Architectural Review Board**

**Meeting Minutes, December 8, 2021**

***Present:***

Raym Crow

Nanette Edwards

Deborah Harris

Drew Mitchell

The meeting was called to order at 7:02 pm by Chair D. Mitchell.

The meeting Agenda was approved unanimously.

The November 10, 2021 ARB meeting minutes were approved, as submitted, unanimously.

Item 1:

Norman Smith, architect, presented an application on behalf of Michael Schaeffer and Gary Jankowski to replace and add windows to the north, south, and east facades of 262 Main Street.

N. Edwards requested detail on how the blinded window would be handled. Mr. Smith explained that, due to the condition of the stucco exterior, the windows would be replaced with AC plywood, which will look like sawed lumber, inside the existing casing,

The Board discussed the application and determined that it complied with the Town Guidelines for windows, specifically Chapter 4, pp. 58 - 60, items 1, 3, 4, 6, and 13.

D. Harris moved to approve the application as submitted and N. Edwards seconded. The motion was passed unanimously.

Item 2:

The Board discussed an application on behalf of Black Kettle LLC for the second phase of the Rush River Commons complex, Tax Map reference 20-18.

The Board determined that, given the project’s scale and importance, more time was needed to review and discuss the proposal and provide comments to the applicants.

To allow such time, D. Mitchell made a motion to 1) use the next scheduled ARB meeting on January 12, 2022 to review and discuss the application in detail and 2) hold a special ARB meeting on January 26, 2022 to vote on the submission. D. Harris seconded the motion. The Board approved the motion unanimously.

Item 3:

Drew Mitchell presented an application on behalf of himself to rehabilitate Avon Cottage at 22 Avon Lane, including repair of chimneys, restoring the original front porch, repairing trim and shutters, enclosing the rear porch, and replacing the standing seam metal roof.

The Board discussed the application and determined that it complied with the Town Guidelines for porches, balconies, and decks (pp. 62 – 64, items 1, 3, 4); windows (pp. 58 – 60, items 1, 3, 4); chimneys (pp. 74 – 75, items 4, 5); and roofs (pp. 69 – 70, items 4, 5, 7) in Chapter 4 of the Town Guidelines.

N. Edwards moved to approve the application as submitted and D. Harris seconded. The motion was passed 3 – 0, with Drew Mitchel abstaining.

New Business

The Board discussed a suggestion by Fred Catlin for the ARB to request funds from the Town Council for funds to pay for an architect to advise the Board on the Rush River Commons application.

D. Mitchell moved that the ARB request up to $5,000 from the Town for an advisory architect’s fees, with the request to be communicated by D. Mitchell to the Town Council via letter. R. Crow seconded the motion. The Board approved the motion unanimously.

The meeting was adjourned by D. Mitchell at 8:15 pm.

Respectfully submitted,

Raym Crow

ARB Secretary